



Service, Science, Sustainability

Under the leadership of the Commissioner of Public Lands, our work at the Department of Natural Resources (DNR) is done with the public's interest in mind, which means transparency and public knowledge. Our decisions are guided by sound science as we manage state trust lands, native ecosystems and natural resources. We support the vision of a sustainable future by protecting and managing the natural resources so future generations will have them.

DNR manages over 5 million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. We generate revenue that supports public schools, state institutions and county services. But managing lands is only half of our story. We also protect other public resources such as fish, wildlife, water, and provide public access to outdoor recreation. Two of our largest and most important state-wide resource protection responsibilities are fire prevention and suppression, and overseeing forest practices.

The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees.

We have some of the most talented people in the industry. We honor diversity in the workplace and support one another with respect and trust. We invite you to learn more about our culture, our careers, and why some of the top forestry and natural science professionals have joined Washington DNR by visiting our [DNR website](#).

Education & Enforcement Specialist

Recruitment # 2011-11-7148

JOB CLASSIFICATION: Natural Resource Specialist 1

SALARY RANGE: \$2,855 – \$3,726 per month
(\$2,769 – \$3,614 with 3% temporary reduction)

Important Note: From July 1, 2011 through June 29, 2013 a 3% temporary salary reduction is in effect for most positions. For specific information on the Temporary Salary Reduction, [click here](#).

TYPE OF POSITION: Project, Full-time through June 30, 2013.
This position is represented by the WPEA.

Important Note: Once appointed to this position the incumbent will be required to pay union dues or other representation fees within the first 30 days of employment.

LOCATION: North Bend, Washington

CLOSES: December 11, 2011

POSITION PROFILE:

Works under the guidance of State and Federal regulations, Agency policies and procedures, Region goals and priorities and applicable collective bargaining agreements. This position reports to the Snoqualmie Recreation Manager and works closely with the Region's other Recreation Staff, Natural Area Managers and Law Enforcement Officer.

Responsibilities include:

- Issuance of warnings and citations for violations of recreation laws and regulations.
- Enforcing agency rules and regulations.
- Developing a strong education and enforcement volunteer program.
- Educating the general public, neighbors, and recreational users about recreational opportunities, appropriate recreational behavior, rules and regulations.
- Assist with trail, trailhead, and day-use facility maintenance as needed.

REQUIRED QUALIFICATIONS:

- Ability to communicate agency goals, policies and laws in a clear and concise manner.
- Possess strong, effective, and friendly oral communication skills.
- Demonstrate fluency in current word processing, spreadsheet, and presentation software.
- Must be able to cover reasonable distances per day in the field covering moderate to difficult terrain.
- Must be familiar with the principles and practices of recreation management, and how public involvement fits into the landscape.
- At least 6 months experience with public speaking and making public contacts in an outdoor recreation trail-based setting.
- At least 6 months experience with non-motorized trail maintenance and construction experience
- At least 6 months experience with managing, training, and working with volunteers.

Additionally, the incumbent is expected to consistently demonstrate the following position-specific key behaviors:

- Remain calm in difficult situations.
- Have knowledge of department policies and rules.

EMPLOYEE BENEFITS

The state of Washington offers a comprehensive benefits package including:

- [Medical, dental, life](#) and [long-term disability](#) insurance.
- Optional [long-term care](#), and [auto/home](#) insurance.
- Optional [medical flexible spending account](#).
- Vacation, sick, military, and civil leave.
- Eleven paid holidays per year.
- A state [retirement plan](#).
- Optional credit unions and savings bonds.

Optional [Deferred Compensation](#) and [Dependent Care Assistance](#) programs

Join our job announcement mailing list and view all current job opportunities.
Visit: [DNR Jobs](#)

This announcement is published by the Washington State Department of Natural Resources (DNR). The DNR is an equal opportunity employer. Women, racial, and ethnic minorities, persons of disability, and disabled and Vietnam-era veterans are encouraged to apply. Persons with a disability who need assistance during the screening process, or those needing this announcement in an alternative format may contact DNR Recruiting staff (360) 902-1350 or (360) 902-1228. DNR may be contacted using the Washington State Telecommunications Relay Service (TTY) by dialing 711.

- Work well with diverse groups of people.
- Have good situational awareness and attention to detail.
- Ability to exercise good judgment at all times.

This level of knowledge and skill is **typically** achieved with a Bachelor's degree involving major study in forestry, agriculture, aqua culture, recreation, geology, and forestry or a related natural science and one year of related professional experience.

DESIRABLE QUALIFICATIONS:

- Two years professional or technical outdoor recreation related experience focused on user education and outreach.
- Two years professional or technical non-motorized trail maintenance and construction experience.
- Familiarity with DNR SPS Region landscapes and recreation opportunities in the Snoqualmie Unit and I-90 recreation corridor
- Two years professional experience related to managing and/or working with volunteers.
- Two years professional or technical experience related to teaching and training volunteers.
- Ability to operate, download, and record visitor use data from a GPS unit

SPECIAL POSITION REQUIREMENTS AND WORKING CONDITIONS:

- Must be available to work a flexible work schedule, including evenings and most weekends
- Must be able to pass the Forest Warden and Police Powers training during probationary period, including a criminal background records check.
- Must be at least 18 years of age at the time of hire
- Must have a valid driver's license and at least 2 years of driving experience
- Must be able to operate a mountain bike on intermediate to difficult trail terrain.

WHO MAY APPLY

This recruitment is open to anyone who meets the required qualifications for this position.

APPLICATION PROCESS

To be considered for this position, please submit:

- A letter of interest describing how your experience and qualifications relate to the position profile, required and desired position qualifications, and special position requirements. Please indicate in your letter of interest how you learned of this opportunity.
- A completed application – [DNR Job Application](#)
- An online **voluntary** [Applicant Profile Questionnaire](#). (This form is not required and is submitted online. Please do **not** print out and send in with application materials).
- Finalists will be asked to provide an employment/commercial driving record issued from the state in which you are currently licensed

The first screening will be based on information contained in your candidate materials.

Submit all materials by the closing date to:

Electronic method preferred

Gretchen.murray@dnr.wa.gov

OR other method

Gretchen Murray
950 Farman Ave N
Enumclaw, WA 98022

NOTE: Please indicate # 2011-11-7148 in the subject line of your e-mail.

By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

Questions? Please contact Gretchen Murray at (360)802-7026 or e-mail us at DNRrecruiting@dnr.wa.gov.



